

## **Call for Grant Applications: EMS Training/Equipment**

This grant opportunity is being provided through the Office of EMS through the Indiana Grants Management System in the Indiana Department of Homeland Security.

### **Goal**

The goal of this grant is to offer local EMS Providers the opportunity to procure needed training equipment and/or classes to enable their staff, whether paid or volunteer, to meet the state priority of promoting rigorous training opportunities and enhancing the core capabilities of public health and medical services and operational coordination found in the National Preparedness Goal as all relates to EMS.

### **Eligibility**

Any currently certified Indiana State EMS Provider, both transport and non-transport, private or public, and paid or volunteer is eligible to apply for this grant.

### **Allocation**

A total of \$15,000.00 is available. A minimum of 6 grants will be awarded with an agency cap of \$2,500.00 per provider. EMS providers in districts 1, 2, 3, 4, and 6 will be eligible for \$7,500 in grant awards and EMS providers in Districts 5, 7, 8, 9, and 10 will be eligible for \$7,500 in grant awards.

### **Submission Requirements**

Applicants must submit the following information, in narrative form, no later than **5:00 PM EST on March 14, 2014.**

1. What equipment and/or course is the EMS provider requesting? What is the *total* cost of the equipment and/or course (this includes taxes if applicable, shipping, lodging, travel, etc.)
  - a. Submit pricing quote from vendor and any other additional expenses/charges along with the application
2. How does this request meet the goals of “promoting rigorous training opportunities and enhancing the core capabilities of public health and medical services and operational coordination found in the National Preparedness Goal related to EMS?”
3. Would this grant benefit the local community and if so, how?
4. How does your staff currently obtain EMS training?
5. Will the expenditure of this grant help create sustainable EMS training and if so, how?
6. Explain why your EMS provider wants/needs this grant.
7. Is your organization compliant with 836 IAC 1-1-5, submission of all EMS run reports to IDHS?
8. Have all staff in your organization completed and passed FEMA IS 100, 200, and 700?

## Evaluation of Proposals

Applications will be evaluated based on the following criteria to determine award recipients:

1. Did applicant completely and thoroughly answer all questions?
2. Did applicant adequately demonstrate that this training/equipment will help the EMS provider meet state and national goals?
3. Did the applicant demonstrate that this grant would benefit the local community?
4. Does the applicant currently have a training program in place?
5. Will this purchase aid in creating a sustainable training program?
6. Is the organization compliant with state reporting standards and federal NIMS standards?
7. Does the applicant demonstrate a significant need in the following areas:
  - a. Financial
  - b. Training
  - c. Access

## How to Submit

All grant proposals must be received no later than **5:00 PM EST on March 14, 2014**. Notice of receipt will be sent to the primary point of contact e-mail address on your cover letter within 24 business hours of receipt. If you do not receive a notice within 24 business hours, then you should re-submit your application. Any application, whether re-submitted or not, received after **5:00 PM EST on March 14, 2014** will be ineligible for consideration.

## When will I know?

Applicants will be notified of their selection or non-selection by March 21, 2014.

## How do I spend the award if I am selected?

**Applicants must purchase the approved equipment/course with their agency funds and submit the invoice to IDHS for reimbursement.** IDHS is unable to purchase the equipment/course for your organization or allow your organization to order the equipment/course and have the vendor bill IDHS\*.

\*If your agency is not financially able to comply with the above policy, the provider may submit a detailed narrative explaining the extraordinary circumstances that will prevent them from making the purchase and getting reimbursed. While rare, there are some circumstances where an exception might be made.

## Timeline

February 14, 2014	Applications now being accepted
March 14, 2014	Application closing deadline
March 21, 2014	Applicants notified of award status
March 28, 2014	Applicant must either accept or decline the award

May 30, 2014	Applicants will have 60 days to procure the approved equipment/training and submit the invoice to IDHS for reimbursement.*
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\*There will be no extensions or exceptions to this deadline. Any provider who does not submit their invoice by **May 30, 2014 at 5:00 PM EST** will forfeit their award and will not be reimbursed.

### Submission Methods

1. U.S. Mail (we recommend certifying all mail sent to our office with a return receipt and making a copy of all documentation prior to sending).

Office of EMS  
Attn: EMS Grant Application  
302 W. Washington St RM E239  
Indianapolis, IN 46204

2. E-mail- Place in the subject line: **EMS Grant Application- Your Provider Name and Provider (agency) Cert Number**

Applications can be e-mailed to [efiato@dhs.in.gov](mailto:efiato@dhs.in.gov)

### Cover Page Template

All applicants must completely fill out the cover page template and submit it on top of the grant proposal. Failure to fill out in entirety and submit the cover page will render your grant ineligible.

Place the following chart, entirely completed, on a cover page as the first page of your application:

Organization Name	
Organization Address	
Organization Phone #	
Organization E-mail	
Organization EMS Cert #	
Organization Tax ID #	
County of Organization	
District of Organization	
Primary Point of Contact (PPC)	
PPC E-mail	
PPC Phone #	